

CLARK COUNTY PUBLIC FACILITIES DISTRICT (CCPFD) PROCEEDINGS

FEBRUARY 2, 2004

CLARK COUNTY, WASHINGTON

The Clark County Public Facilities District (CCPFD) convened in the Public Services Center, 1300 Franklin Street, Vancouver, Washington.

MEMBERS PRESENT

Paul Winters, Debbie Abraham, Brett Wilkerson, and Jerry Kolke

MEMBER(S) ABSENT

Phil Parker

STAFF PRESENT

Kelly Sills, Bronson Potter, Doug Johnston, John Payne, and Paul Lewis.

CALL TO ORDER

Chair Winters called the meeting to order at 5:04 p.m.

ROLL CALL

Kelly Sills called the roll and confirmed that a quorum was present.

PUBLIC COMMENT

No public comment submitted.

APPROVAL OF MINUTES

The minutes from December 18, 2003 were **moved** by Paul Winters, **seconded** by Jerry Kolke, and **approved** as written.

APPROVAL OF CLAIMS

Claims by Paul Winters (\$16.90), Foster-Pepper (\$11,693.11), and Regional Financial Advisors (\$4,554.67) in the total amount of \$16,264.68 were **moved** by Brett Wilkerson, **seconded** by Jerry Kolke, and **approved** for payment.

BUDGET REPORT

John Payne provided both a 2003 budget-to-actual report as well as a proposed 2004 budget. The 2004 budget was **moved** by Brett Wilkerson, **seconded** by Jerry Kolke, and **approved** as proposed.

VANCOUVER CONFERENCE CENTER PROJECT UPDATE

Paul Lewis indicated that bonds had closed on the Vancouver Conference Center/Hotel (CC/H) project and that construction had commenced. The project is currently operating under the trust indenture and the interlocal/payment agreements. Mass excavations on the site commence either this week or next. Undergrounding of utilities is being initiated, as is a transportation study. Working with Hilton to finalize the events agreement and marketing plan for the hotel. Approximately \$88,000 is being reimbursed to the county PFD for expenses related to work performed on the interlocal and payment agreements.

FAIRGROUNDS MASTER PLAN PROJECT UPDATE

Doug Johnston introduced Rob Barrentine and Kalina Kunert to update the Board regarding the Fairgrounds Master Plan (FMP) project, and specifically progress on construction of the Exposition Center. Rob indicated that negotiations with Hoffman Construction to finalize the general contractor/construction management (GC/CM) contract, as well as the guaranteed maximum price, are ongoing. There are some things outside of the original scope of work, such as the administration building, which have been suggested yet likely won't be affordable. However, there is still the possibility that an air conditioning system and partition may be funded within project resources. Kalina distributed a summary budget which reflected the most recent status of the GC/CM negotiations with Hoffman. Color schemes will be "bold" and reviewed by the Fairgrounds Facilities Committee (Doug Johnston indicated that he serves as the chair of that committee and that it essentially serves as the on-site guidance body for the PFD Board). Stage one (the Coffman Construction phase of the project) should be completed by the end of February 2004. Bill Barron discussed his preliminary efforts to ascertain processes for naming rights for the Exposition Center. Paul Winters indicated that getting the naming rights settled would better occur sooner rather than later, and Bill indicated he would ensure that effort moved forward expeditiously.

FMP GC/CM CONTRACT

Rob Barrentine indicated that the GC/CM contract being negotiated with Hoffman Construction is essentially complete. Outstanding items include the final guaranteed maximum price, some language in attachments, and signatures. He requested that the Board authorize the Chair to sign the GC/CM contract once it is finalized (to the satisfaction of the county), which would likely occur within the forthcoming fortnight. Bronson Potter described the contract in general and the process that was used in its development. Bronson added that he has approved the contract as to form and also recommends that the Chair be granted the authority to sign the contract at a not-to-exceed price of \$15,116,357. Bronson also indicated that the financial plan needs to be finalized by county staff before the contract is signed and that he is working to ensure the bonds will be tax-exempt. **Moved** by Brett Wilkerson, **seconded** by Debbie Abraham, and **approved** to authorize the Chair to execute the GC/CM contract subject to (1) a guaranteed maximum price not to exceed \$15,116,357, (2) the Chair being informed by the county that the contract is finalized to the county's satisfaction, and (3) the Chair being informed by the county that the financial plan for the Exposition Center project is in place and finalized.

MICHAEL PLYMALE, INC. CONTRACT

Bronson Potter indicated that the engagement letter submitted by Michael Plymale, Inc. was the basis for developing the contract for accounting services, and he provided the contract to the Board for its review. Paul Winters clarified that annual fees for services to be provided under the contract would total close to \$3,000. **Moved** by Jerry Kolke, **seconded** by Debbie Abraham, and **approved** to have the Chair sign the contract as written on behalf of the PFD Board.

COUNTY - COUNTY PFD MEMORANDUM OF UNDERSTANDING (MOU)

Bronson Potter described the MOU between the county and PFD. Bronson advised the Board that, as counsel to both the county and the PFD, he had a potential conflict of interest in this matter since it involved an agreement between the two agencies. Bronson indicated that the contract will be in place so long as bonds are outstanding on the Exposition Center, and that the county will be responsible for undertaking construction of the FMP project. As currently envisioned by the MOU, the county will issue general obligation bonds, payable primarily through PFD funding, two 2% lodging taxes, excess sales tax ("over the cap") revenue, and surplus revenue ("out the bottom" revenue), a portion of which could potentially be used for any county purpose. Whether the surplus revenue should be retained by

the PFD and dedicated to further development of regional centers, or retained by the county as discretionary revenue for its general fund, became a point of extended discussion by the Board. The Board did not reach consensus during the meeting on the question of how the MOU should reflect disposition of surplus revenue, but the Chair indicated that he would speak with Hugh Spitzer directly to discern whether concerns expressed by Board members may be mitigated.

FUTURE MEETING SCHEDULE

The Board concurred that the next meeting of the PFD Board will be held on 13FEB04, 9:00 a.m. in the Public Services Center, which will be noticed as a special meeting.

GOOD OF THE ORDER

None.

ADJOURNMENT

Moved by Jerry Kolke, **seconded** by Debbie Abraham, and **approved** to adjourn the meeting. The Board adjourned its meeting at 7:03 p.m.

The next meeting of the CCPFD will be on 13FEB04 at 9:00 a.m. in the Clark County Public Services Center (Sixth Floor).